

RDKS and City of Terrace

Request for Expression of Interest

Residential Curbside Recycling Pilot Project

Closing Date: July 26th, 2010

INTRODUCTION

The City of Terrace and the Regional District of Kitimat-Stikine (RDK-S) are requesting Expressions of Interest to assess available capacity in the private sector to provide the service of collection and transportation to depot of recyclable materials for this residential curbside recycling pilot project (pilot project). Response to this EOI will assist in determining if local providers are interested and able to provide this service for a four month pilot project servicing approximately 250 homes, and potentially the full roll out of a curbside recycling collection program for Thornhill and the City of Terrace. For more details, see **Appendix A**.

The EOI response should include details on ability to supply required equipment and staffing as well as a general overview of the proposed collection system (i.e. container, transportation, end market). Depending on the level of interest, we will proceed to full RFP or negotiate a direct award contract. Please note this EOI is not a pre-qualification process. Failure to respond to this EOI will not disqualify proponents from responding to an RFP for a full program roll-out.

Please use the following table to help clarify your level of interest in this project. Check all that apply and submit additional comments if desired.

Project aspect	Interested	Not interested
Pilot project (Oct 18/10 - Feb 18/11)		
Full roll-out		
Zero Waste Education		
Composting (collection)		
Composting (processing)		

For pilot project only:

Description of proposed collection trucks	
Description of proposed collection containers	

Proposed Timetable

The timeline for this project is as follows:

<i>Milestone</i>	<i>Timeline</i>
<i>EOI Distributed</i>	<i>July 6th, 2010</i>
<i>EOI Closing Date</i>	<i>July 26th, 2010</i>
<i>EOI Review</i>	<i>July 27th - July 30th, 2010</i>
<i>Response to interested parties</i>	<i>August 3rd – 13th</i>
<i>Commencement of Project</i>	<i>October 18th, 2010*</i>
<i>Completion of Pilot Project</i>	<i>February 18th, 2011*</i>

*Timeline is an estimate only and dates will be adjusted slightly if need be.

Appendix A - Details of Curbside Pilot Project

Curbside recycling collection is only one component of the project - an intensive public education program related to organics management and general “greener living” will also be delivered as part of a Zero Waste Challenge for pilot project participants.

OBJECTIVES

The primary objective of the residential recycling collection program is to reduce the total amount of waste going to our landfills. The pilot project will determine the most effective design for residential collection of recyclable materials, in order to maximize this reduction.

Specifically the pilot project will also determine:

- The most effective collection schedule for recyclables
- The effectiveness of various collection approaches (including garbage collection)
- Participation levels
- Diversion rate potential
- Potential program challenges and solutions
- Rural and urban route differences
- Implications for organics diversion strategies

BACKGROUND

The September 2009 RDKS waste composition study revealed that ~ 40% of sampled loads (by weight) from City of Terrace and Regional District residential garbage could be diverted through an effective residential recycling program.

An estimated weight of 18,000 tonnes is landfilled each year at the City of Terrace and Thornhill landfills. The residential portion of this is estimated to be in the range of 50% or 9,000 tonnes. Given that 40% of this total can be diverted through recycling programs, we are looking at a range of 1800-3600 tonnes per year potential diversion based on 50-100% residential participation rates based on a full program roll-out.

The quantity of material collected in curbside recycling programs can vary considerably depending on factors such as the range of materials collected (scope), and the level of convenience for residents (source segregation requirements).

SCOPE OF SERVICE

EOI are being requested for the collection and transportation to processing center (depot) of recyclables.

Contractor will be responsible for:

- Bi-weekly collection of recyclables from 200-250 homes in both Terrace and RDKS (~200 homes in Terrace and ~50 in RDKS)

- Transportation to a processing center (depot) of recyclables. Skeena-Queen Charlotte Regional District has expressed interest in receiving materials at their Prince Rupert facility but all options will be evaluated.

Contractor can participate in:

- Route selection
- Scheduling
- Container selection and provision
- Education program design and delivery

Location and Size of Pilot Project

The pilot project will consist of a portion of an existing City of Terrace garbage collection route (~200 homes) plus a portion of a new collection route in Thornhill (~50 homes). The intent of the area selected is to provide a good cross-section of high, medium, and low density neighborhoods and varying distances to processing centre. The pilot project size and location will represent a sample which is both large and diverse enough to be representative of the Terrace and Thornhill areas as a whole.

SUBMISSIONS

EOI submissions must be addressed to:*

*Tara Irwin
Development Services Department
City of Terrace
5003 Graham Avenue, Terrace, B.C.
V8G 1B3*

**Electronic proposal submissions preferred*

Inquiries

All inquiries related to this Expression of Interest are to be directed to the following persons:

Tara Irwin
Sustainability Coordinator, City of Terrace
Phone: (250) 615-4026, Email: tirwin@terrace.ca

Laurie Gallant BES
Zero Waste Program Manager, Regional District of Kitimat-Stikine
Phone: (250) 615-6100, Email: lgallant@rdks.bc.ca

Proposal must be received at the above address before 4:30pm, July 26th, 2010.